

DRUG-FREE WORKPLACE POLICY NOTIFICATION

This notification is provided in accordance with the DSS Drug-Free Workplace Policy (#4-8).

Dangers of Drug Abuse in the Workplace

Low Productivity	High Turnover	Absenteeism
High Health Care Costs	Accidents	

DSS Drug-Free Workplace Policy Statement

In accordance with the provisions of the Drug-Free Workplace Act of 1988, the Department of Social Services certifies that it will provide a drug-free workplace and, further, that it will make a good faith effort to continue to maintain a drug-free workplace. All employees receive and sign a copy of the DSS Drug-Free Workplace Statement as a condition of employment.

Penalties for Violation

The unlawful manufacture, distribution, possession, or use of a controlled substance in the workplace by employees is prohibited. Should an employee receive a criminal drug statute conviction for violation occurring in the workplace, he must notify his Cost Center Manager within five days after such conviction. He is also subject to disciplinary action of at least a thirty-day suspension without pay or dismissal, depending upon the severity of the crime. He may also be required to participate in a drug abuse assistance or rehabilitation program.

Counseling, Rehabilitation, and Assistance Program

The State of Louisiana Employee Assistance Program has developed and will maintain a current listing of drug abuse assistance and/or rehabilitation programs. Any employee requiring assistance may call the DSS Division of Human Resources at (225) 342-6709.